

INTERNAL AUDIT PLAN 2023/24

2023/24 % Plan Completion to Date: 33.0%

Job No	Departments	Days Planned	Pre-Audit Meeting	Terms of Reference Issued	Commenced	Field Work Complete	Draft Report Issued	Complete / Final Report Issued	Actual Days	Assurance Rating / Engagement Type
Fundamental Audits										
1123001	Budget Setting & Monitoring	15								
1123002	Council Tax	20								
1123003	Creditor Payments	30								
1123004	Deputyships	20	*	*	*					
1123005	Main Accounting	20	*	*	*					
1123006	Payroll System	30								
1123007	Petty Cash / Sundry Expenses	15	*	*	*	*				
1123008	Treasury Management - Loans & Investments	15								
Corporate Review Work										
2123001	CCC Companies Governance	20	*							
2123002	Contract Management	20								
2123003	Procurement	20								
2123004	Safeguarding	20								
2123005	Staffing Matters	20								
Corporate Governance Assurance										
3123001	Corporate Governance Arrangements	20	*							
3123002	Data Protection	20	*	*	*	*				
3123003	Declaration of Interests	20								
3123004	Corporate Strategy / Policy Making	20								
3123005	Wellbeing of Future Generations Act	20								
Duplication Checks										
4123001	Payments Duplication Checks	40	/	/	*					
Counter Fraud										
5123001	Fraud Prevention, Detection and Investigation	40	/	/	*					
5123002	Proactive Fraud Testing	20	/	/	*					
5123003	National Fraud Initiative	20	/	/	*	*				
Grants & Certification										
6123001	Burry Port Harbour	10	*	*	*	*	*	*	6	Certification
6123002	Children & Communities Grant	25	*	/	*	*	*	*	14	Certification
6123003	Education Improvement Grant	30	*	/	*	*				
6123004	Enable Grant	10	*	/	*	*				
6123005	Housing Support Grant	40	*	/	*					
6123006	Local Authority Education Grant	20	*	/	*					
6123007	Other Grants (where assurance is required for sign-off)	15	*	/	*					
6123008	Wales Pension Partnership	5	*	/	*	*	*	*	4	Certification
6123009	Post 16 Grant	10	*	/	*					

6123010	Pupil Development Grant	30	*	/	*	*					
6123011	Youth Justice Grant 2022-23	15									
6123012	Trust Funds - Arbour Stehpens	5	*	*	*	*	*	*	4	Certification	
6123013	Trust Funds - Dyfed Welsh Church Fund	5	*	*	*	*	*	*	5	Certification	
6123014	Trust Funds - Minnie Morgan	5	*	*	*	*	*	*	3	Certification	
6123015	Trust Funds - Oriel Myrddin	5	*	*	*	*	*	*	4	Certification	
6123016	Regional Development Coordinator	5	*	/	*						
	Chief Executive's Department (not incl IT)										
7123001	Levelling Up Fund: Debenhams HWBS and Tywi Cycle Path	20									
7123002	Communications: Social Media	10									
7123003	Carmarthen Mart	10	*	*	*						
7123004	Legal Charges	15									
	Chief Executive's Department: IT										
7223001	IT Systems	20									
7223002	IT Disaster Recovery	15									
7223003	Active Directory	15	*	*	*	*	*	*	15	Acceptable	
7223004	Cloud	10	*	*	*	*	*				
	Communities										
7323001	Pembrey Country Park	20	*								
7323002	Caban Hotel Pendine	10	*	*	*						
7323003	Leisure Centres	20	*	*	*						
7323004	Voids - Follow up	10	*	*	*	*					
7323005	Supported Living	15									
7323006	Care Homes	20	*	*	*	*					
7323007	Museum of Land Speed Pendine	10	*	*	*						
	Corporate Services										
7423001	Community Benefits	15	*	*	*	*	*	*	20	Acceptable	
7423002	Dyfed Pension Fund - Governance & Investments	15									
	Education & Children										
7523001	Children's Services: Carers, including Young Carers	15									
7523002	School Meals Allergens - Follow Up	10	*								
7523003	Schools Questionnaires	20	/	/	*						
7523004	School Visits 1	10									
7523005	School Visits 2	10									
7523006	Parent Pay	15	*								
7523007	Pupil Referral Units	15									
	Place and Infrastructure										
7623001	Car Parking	15	*	*	*						
7623002	Place & Sustainability	15	*	*	*						
7623003	Council Buildings (School & Non-School)	20									
7623004	Highways	15	*	*	*						

